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17 FEB 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Information Services

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SUBJECT: OIS Weekly Report (10-16 February 1982)

Classification Review Division

Because of concern about the potential that exists for conflicting release of information regarding the Agency's activities in Vietnam, CRD has established a team of reviewers with experience in that area to draw up guidelines for coordination with and eventual use by the various releasing components throughout the Agency. The team will examine the matter from the standpoint of: (a) the inclusive dates; (b) installations; (c) activities; and (d) personnel.

CRD reviewed a total of 5,258 CIA documents (21,220 pages) and declassified .3 percent. An additional 43 non-CIA documents (802 pages), two manuscripts (41 pages), and 57 miscellaneous documents (105 pages) were also reviewed. Seventeen hours were also spent on the continuing review of the galley proofs of the Department of State's Foreign Relations of the United States series.

Records Management Division

At the request of the DDI Records Management Officer (RMO), ☐ Office of Global Issues employees were given a briefing and tour of the Agency Archives and Records Center (AARC). The DDI RMO would like a similar tour for at least six more groups since he believes this will promote a better understanding of the AARC operation and encourage offices to deposit their records.

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from background.

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Regulations Control Division

RCD's workload of regulatory issuances increased slightly to a total of 128 active jobs during the past week.

Issuances of general interest in process this week include notices setting forth policy regarding management responsibility for the acquisition of new or enhanced information handling systems

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Information and Privacy Division

A separate report is attached.

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Attachment:  
As stated

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